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**State of Wisconsin**  
Department of Health and Family Services

**Program Enhancement Plan**  
**Out-of-Home Care Committee Meeting Agenda**

Pyle Center  
702 Langdon Street, Rm. 235  
9:00 am – 3:00 pm  
December 16, 2005

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|------|--|------------------|
| I.   | Welcome and Introductions<br><i>Bill Orth, Sauk County</i>   | 9:00 – 9:15 am   |
| II.  | Workgroup breakout sessions <ul style="list-style-type: none"><li>• Permanency Planning and Birth Family Involvement Trial Home Visit discussion from 9:15 – 10:15 am.</li><li>• Perm. Planning and Services to Foster Families joint workgroup meeting from 11:15 – 12:00 to discuss items P.1. and C.4 (see page 2 of agenda).</li></ul>   | 9:15 – 12:00 pm  |
| III. | Lunch  | 12:00 – 12:45 pm |
| IV.  | Full Committee Presentations and Discussion <ul style="list-style-type: none"><li>• Placement stability and re-entry: Documenting shelter care and secure detention settings (20 minutes)<br/><i>Michelle Rawlings, Office of Program Evaluation and Planning, DCFS</i></li><li>• ICWA legislative proposal (15 minutes)<br/><i>Mark Mitchell and Loa Porter, DCFS</i></li><li>• Overpayment issues in out-of-home care (15 minutes)<br/><i>Mark Mitchell, DCFS</i></li><li>• Legislative proposal regarding information sharing with relatives (10 minutes)<br/><i>Cathy Connolly, DCFS</i></li></ul> | 12:45 – 1:45 pm  |
| V.   | Workgroup updates  | 1:45 – 2:45 pm   |
| VI.  | Next meeting planning<br>Meetings in 2006 will be held at the Pyle Center on the fourth Thursday of every month, starting on January 26 <sup>th</sup> .  | 2:45 – 3:00 pm   |

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Workgroup tasks – Ongoing from Q4 and Q5

*Permanency Planning*

- C.1.b.1)-2) Draft a trial home visit policy (with BFI). This includes providing instruction about documentation on eWiSACWIS and providing training and TA (C.1.b.3)-4). *In development.*
- C.1.c.1) Develop other program responses to address factors contributing to re-entry into care. *Waiting for data analysis.*
- C.2.b. Determine best response to placement instability.
- P.1. Establish a process for judges to most effectively obtain input from foster parents. (with SFF). *In process*
- C.4. Communicate the requirement for an “Emergency Response Plan” for a child entering foster care in all Permanency Plans to prevent placement disruption. *With SFF.*

*Birth Family Involvement*

- E.1.a. Issue policy/guidance for clearly documenting efforts and reasons for not placing siblings together when placement as a group is not possible. *The OHC Committee will review the most recent changes to this policy and make final recommendations or approval in December.*
- H.4. Conduct survey of tribes and counties in terms of the utilization of relatives as placement resources. This item will be distributed as soon as the BPP Director gives final approval. *Survey was entered into online program and is being edited.*
- C.1.b.1)-2) Draft a trial home visit policy (with BFI). *In development.*
- I.1. ID policies impacting the involvement of noncustodial parents and their relatives (due Q6). *In progress.*
- H.1. Family Member Engagement. *In progress.*

*Services to Foster Families*

- E.3.1)-2) Propose the elimination of the limit of 6 kids in a foster home and revise Ch. HFS 56 accordingly. *Posted to the bulletin board on Dec. 5<sup>th</sup>. Comments will be reviewed at the Dec. OHC meeting.*
- K.2.a. Develop an instrument to assess foster children’s need to provide better information to foster parents. Pilot and modify the instrument as needed. *Changes were made to the CFS-872B form and OHC committee members were going to take the revisions to staff for comment.*
- K.4.a. Form a workgroup to research the impact of mandating foster and adoptive pre-service and ongoing training. *The Training Council formed a subcommittee to begin work on this item. Progress will be reported at the Dec. and Jan. OHC mtgs.*
- K.5.a. Create a workgroup to identify purpose, audience and uniform content of FC handbooks. *The Foster Care and Adoption Resource Center is leading this project. An update will be given at the Dec. or Jan. OHC meeting.*
- P.1. Establish a process for judges to most effectively obtain input from foster parents. (with PP). *In progress.*
- C.4. Communicate the requirement for an “Emergency Response Plan” for a child entering foster care in all Permanency Plans to prevent placement disruption. *With SFF.*